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NAVAL AIR STATION, NORFOLK
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COMNAVAIRLANTINST 7300.5
COMNAVAIRPACINST 7300.3
COMNAVAIRLANT 031
COMNAVAIRPAC 01911

25 AUG 1989

COMNAVAIRLANT INSTRUCTION 7300.5/
COMNAVAIRPAC INSTRUCTION 7300.3

Subj: FLYING HOUR COST REPORTING (OPNAV REPORT CONTROL SYMBOL (RCS) 7310-3A)

Ref: (a) OPNAVINST 7310.1
(b) NAVSO P-3006-1
(c) NAVSO P-3013-2
(d) COMNAVAIRLANTINST 7310.1
(e) COMNAVAIRLANTINST 7310.5
(f) COMNAVAIRPACINST 7305.1

Encl: (1) Autodin Transmission Input File and Data Record Description

1. Purpose. To establish standardized procedures for reporting flying hours, maintenance and fuel costs to the Chief of Naval Operations (CNO) (OP-05E), to permit monitoring of the Flying Hour Program (FHP), and to allow for the development of planning factors to be used in FHP projections.

2. Scope. Applicable to aviation type commanders (COMNAVAIRPAC and COMNAVAIRLANT) reporting FHP execution via the Flying Hour Cost report to CNO (OP-05E).

3. Background. This instruction provides guidance in the reporting of Aircraft Flight Operations Funds and Aircraft Operations Maintenance Funds to CNO (OP-05E). Costs for flight operations and maintenance funds will be collected and reported as provided in references (a) through (f). The following reporting requirements will be integrated into the Flying Hour Cost Report.

4. Definitions

a. Aircraft Flight Operations Funds. Finances the cost of petroleum, oil and lubricants (POL) consumed in the operations of aircraft assigned to a particular squadron or shore activity or specifically used for flight training. POL costs include oil, lubricants and additives used as inflight consumables. These funds are received by the type commanders under Budget Subactivity Group (SAG) BA, BD, BE, BF, BG, BK, BL, LT, PC, PJ, PK, PP or YS. Type commanders issue these funds to subordinate commands under OPTAF Functional Category - U1 (OFC-01).

b. Aircraft Operations Maintenance Funds

(1) Finances the cost of consumable supplies, repair parts, Aviation Depot Level Repairables (AVDLR), and replacement/repair of individual Material Readiness List (IMRL) items. PUL costs are excluded except to the extent they are used in maintenance not associated with inflight consumption. Additionally, finances contract labor and services only for organizational and intermediate level maintenance (a) performed on, or in support of, aircraft assigned to a particular squadron or shore activity; (b) performed on an aircraft carrier and

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specifically identified to an aircraft squadron; or (c) when specifically used for flight training. (NOTE: Salaries and wages of direct civilian labor (government civil service or U.S. Foreign National hires) are not chargeable to these funds.) Funds are received by the type commanders under budget SAG BB, BH, BP, BQ, BR, BU, BV, BW, PD, PN, PQ, PS, PT, or YT. Type commanders issue these funds to subordinate commands under OPTAR Functional Category - 50 (OFC-50).

(2) Finances other flight operations costs (i.e., nitrogen and liquid oxygen, flight packets, mooring supplies, recording tapes, photographic supplies), flight clothing and survival equipment, drone recovery, and squadron administrative costs. Type commanders receive this funding under the same SAGs as shown in paragraph 4b(1) above but it is usually issued to subordinate commands under OFC-01.

5. Reporting Requirements

a. Flying hours will be reported by Type Equipment Code (TEC) within the primary mission area (TACAIP, FRS, SUPPORT) segregated for Navy and Marine.

b. The Flying Hour Cost Autodin Report will be submitted monthly to reach CMC (OP-05E) not later than the 27th day of the month following the month being reported. A fifth quarter report for the end of cycle adjustments will be submitted by the 27th of January for the previous fiscal year. Subsequent quarterly reports will not be prepared. Enclosure (1) provides the autodin format.

c. The Flying Hour Cost Report (FHCR) will show direct obligations only.

(1) There will be no "smoothing" of reported costs to remove data anomalies among like Type Model Series (TMS) aircraft. One assumed flight hour will be reported for aircraft entering the inventory and exhibiting maintenance costs until such time when actual hours are reported by the squadron.

(2) Reimbursable hours/costs will be excluded from the FHCR by the type commanders. To this extent the FHCR will not match certified obligations reported by the Authorized Account Activity (AAA).

(3) Reimbursable funding documents prepared and issued by the benefitting activity are recorded as direct costs and should be obligated in monthly increments over the period of work performance (1/12 for annual documents). These costs are to be reported in the FHCR. The gross adjusted obligations recorded for these reimbursables should be adjusted to actual cost incurred as soon as feasible.

(4) Total obligations will be reduced for credits received from Material Turned Into Stores (MTIS). These credits/differences will be spread as miscellaneous costs.

(5) It has long been recognized that there are valid maintenance costs related to the FHP which are not reflected in the month that they are incurred, due to processing problems which cause valid obligations to not be captured in a timely manner by the FHP reporting mechanism. These valid obligations appear on Error and Suspended lists (SUADPS, or on Exception Control lists (UADPS). In order for these obligations to be reflected during the period in which they were incurred, type commanders shall establish procedures to capture these costs in the FHCR.

d. Costs for aircraft supported by a maintenance contract will be reported on a prorated obligation basis for the period of the contract (1/12th each month for annual contracts, and will be adjusted to actual cost incurred as soon as feasible. All contract maintenance costs will be identified to the aircraft TMS and associated TEC.

e. Miscellaneous costs reported under TECs such as "D", "G", and "Y" (i.e., other than the aircraft series TECs) will be allocated to aircraft series TECs within the reporting activity based upon the percentage of direct obligations for an individual TEC to total direct obligations receiving the benefit of the miscellaneous cost. For example, maintenance costs for

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common ground support equipment and AIMD test equipment should be distributed to the aircraft TECs served by the organization. Miscellaneous costs will not be allocated to contract maintenance aircraft.

Example: Total F-14 AVDLR costs (TEC AFWA) at NAS Oceana are:

NAS Oceana Total F-14 Direct Obs	=	\$40,000,000
NAS Oceana Total Direct Obs ALL TECs	=	\$70,000,000
Percent of F-14 Obs to Total	=	57.143 percent
Total Miscellaneous costs at NAS Oceana	=	\$ 8,000,000
Portion attributable to F-14s (57.143 percent x \$8.0M)	=	4,571,440
Total F-14 Obligations reported for NAS Oceana	=	\$44,571,440

f. Engine TECs will not be treated as miscellaneous TECs. Ensure the accounting systems in place will accommodate collecting the costs to an aircraft TEC either directly or by cost transfer. For example: Shore activities using NALCOMIS should enter in the NALCOMIS Job Order Number Table the engine TECs by Organization Code using a Job Order Number that records cost to the applicable aircraft series TEC.

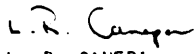
g. Type commanders will use the following pseudo TMSs and TECs to report post-transfer costs corresponding to the funding lines in the Congressional OP-20 for the following functions:

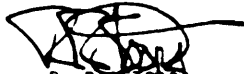
<u>TITLE</u>	<u>TMS</u>	<u>TEC</u>
Staff	STAFF	ZZZH
Drug Interdiction	DRND	AAA1
Fleet Ferry	FFFF	ZZZA
Strike Warfare	STRIKE	AAA2

h. Consumption of fuel on the FHCN will be reported as POL barrels per hour. One barrel equals 42 U.S. gallons.

i. COMNAVAIRLANT and COMNAVAIRPAC will produce a quarterly maintenance feedback report to each funded activity as an aid for monitoring program management at the AIMD/activity level. This report entitled "Maintenance Cost Performance" will show total obligations to compare current year execution to budget and to prior year execution for the activity in either tabular or graphic format.

j. An overall Type Command Composite Report for AVDLR and other AFM will be prepared quarterly by each Type Commander to provide (by TMS or TM) actual cost per hour data compared to OP-20 cost per hour. These reports entitled "Tracking Report by TM (or TMS) for AVDLR (Other AFM)" shall be forwarded to functional wings and air stations for further distribution to maintenance, supply and fiscal managers. Although cost per hour cannot be calculated accurately at the activity level, the composite data is still of interest to functional wings and air stations. Narrative remarks should be included to address significant cost per hour deviations from budget.


L. R. CANEPA
Chief of Staff
COMNAVAIRPAC


R. R. STICKS
Chief of Staff
COMNAVAIRLANT

Distribution:
A3 CMC
21A1 CINCLANTFLT
21A2 CINCPACFLT

COMNAVARLANTINST 7300.5/
COMNAVAIRPACINST 7300.3

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CG FMFPAC
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AUTODIN TRANSMISSION INPUT FILE AND DATA RECORD DESCRIPTION

1. Pertinent Transmission Data

Precedence	- Routine
LMF	- CC
Classification	- Unclassified
Addressee	- NAMS0
Content Ind	- ZZEZ
Remarks	- Pass to OP-05E. This data audited by (include Name, Title, Autocon Phone Number of Certifying Official).
Addressee Routing Indicator	- RUEDNAB

2. Text Trailer No. 1 (First Part of Message Text)

<u>Column</u>	<u>Content/Remarks</u>
1-6	"TEXHDR"
8-11	"NAVY"
12-18	"65L1017"
32	If original submission leave blank. If resubmission use R.
34-40	"MESSAGE"
46-49	"0080"
51-52	"01"
54-80	Identify addressee and originator (e.g. CMC OP-05E From CHAL)

3. Data Record Format

<u>Record Position</u>	<u>Picture</u>	<u>Data Item</u>
1	A	Funding Command
2-7	9999SA	Program Element
8-11	AAAA	Type Equipment Code
12-15	9999	Zero Fill
16-20	99V999	PUL Barrels Per Hour
21-27	99999V99	M&T Costs Per Hour
28-34	99999V99	DLR Costs Per Hour
35-40	999999	FRS Flight Hours
41-46	999999	TACAIR Flight Hours
47-52	999999	Support Flight Hours
53-58	999999	Total Flight Hours
59-60	99	Fiscal Year Month

a. The following funding command codes may be used in record position 1 of the Data Record Format:

A - CINCLANTFLT	E - CINCPACFLT	C - CNET
D - COMNAVIAIRSFOR	E - CINCUSNAVEUR	I - CMC
K - COMNAVCRUITCGI		

b. Program Elements reported in record positions 2 through 7 will include only those approved elements contained in the Congressional Op-20 Exhibit promulgated by the CIO (OP-05E) for the year being reported.

c. TECs reported in record positions 8 through 11 will reflect only those TIS aircraft (or funding lines for Fleet Ferry, Staff, Drug Interdiction and Strike Warfare) contained in the program element reported in record positions 2 through 7 and outlined in the

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Congressional OP-20 Exhibit issued by the CNO (OP-05E) for the year being reported. TMS aircraft not contained in the aforementioned OP-20 exhibit or reported in the wrong element will be rejected.

d. Data in record positions 16 through 34 will be cumulative fiscal year to date rates, as applicable.

e. Rates reported in record positions 21 through 27 will include all organizational intermediate level maintenance costs, administrative support costs and any prorated maintenance costs for those aircraft under contract maintenance support, e.g., UC-12, G-26, etc.

f. End of cycle reports will be indicated by a 13 in the data record format, record positions 59-60.